

Job Title	Licensed Mental Health Intake Coordinator (LPC, LCSW, LMFT, LPC-A)
Employer/ Agency	GDI Enterprises
Job Description	<p>The Licensed Mental Health Intake Coordinator is one of the first clinical staff an individual and family will encounter when seeking mental health services with GDI Enterprises. This position will predominately see children and adolescents for clinical assessments but may see adults as needed.</p> <p>Duties include, but are not limited to, the following:</p> <ul style="list-style-type: none"> • Gather pertinent information to complete a psychosocial assessment, clinical evaluation treatment plans for prospective clients. Assessments will be conducted face to face as well as utilizing a tele-health system. • Submit completed assessments, treatment plans, or any other documentation needed to approve client services as required by reimbursement standards and the policies and procedures manual in a timely manner to Clinical Supervisor. • Update treatment plans as needed. • Maintain the highest level of confidentiality, privacy, and security. • Uphold and promote all standards of CARF, HIPAA, reimbursable compliance and The Agency policies and procedures outlined in the agency's policy manual. • Assessments may require utilization of counseling skills, problem-solving techniques, and brief crisis intervention to support individuals being assessed. • Must utilize concurrent documentation to meet documentation requirements. • Attend weekly management meetings. <p>Other duties as assigned by supervisor</p>
Qualifications	<p>JOB REQUIREMENTS</p> <ul style="list-style-type: none"> • Be fully licensed to practice in the state of Texas as a Psy.D., LPC, LCSW, or LMFT. • Be willing to travel to schools, residences, etc. to provide therapeutic services. • Must pass urine drug screening, criminal background checks and FBI fingerprinting • Must have a negative TB skin test/chest x-ray reading within the past six months.

	<ul style="list-style-type: none"> • Be willing to complete CPR/First Aid, Crisis Intervention Training and Infectious Disease Control Training • Knowledge of legal and ethical issues related to patients' rights. • Training or experience with working with children, teens, and parents. • Must have your own malpractice insurance • Bilingual in English/Spanish is required
Salary/Hours	Salary: \$50,000-65,000.00 per year (depending on trauma experience) WHY YOU SHOULD APPLY: <ul style="list-style-type: none"> • Excellent growth and advancement opportunities • Benefits • Paid time off
Address	225 Pennbright Dr.
City, State, Zip	Houston, TX 77090
Contact Person	Tina Giles
Contact Title	Director of Operation
Telephone Number	832-943-4036
Fax Number	832-553-3051
Email Address	hr@gdienterprises.us
Application Method	Email resume to hr@gdienterprise.us
Opening Date	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.